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Open Competitive Examination for Recruitment to Class III of Provincial
Public Management Assistants' Service – 2013
(North Central / Sabaragamuwa)

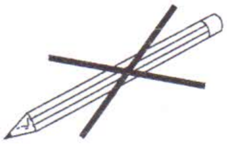
(01) Language Proficiency (English)

One hour and a half

Instructions to Candidates

Very Important :

Do not use Pencil
to write answers.



✻ ***Answerscripts where the numbers are not written as indicated below will not be marked / evaluated.***

1 2 3 4

Write your Index Number here and on page 3 in the space indicated.

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Checked as correct

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Invigilator's Initials

Important :

✻ *This paper has **two** parts. Part **I** has **45** questions, Part **II** has **two** questions.*

✻ *Before answering the paper arrange all the pages in order.*

✻ *Answer **all questions on this paper** itself.*

✻ *The time allocated is **one and a half hours.***

✻ *Commence answering only after the Centre Supervisor's announcement.*

✻ ***Instructions given should be strictly followed in answering this paper and marks will not be awarded for answers not in accordance with these instructions.***

✻ *If you are not attempting the paper hand it over to the Supervisor.*

✻ *Write the answers clearly and legibly in **blue** or **black** ink only and **not in pencil.***

✻ *It is an offence to remove this paper from the examination hall or turn out photocopies of the same.*

✻ ***Answerscripts with illegible figures, illegible handwriting, those where erasing fluid has been used / written in pencil will not be marked / evaluated.***

For Examiner's use only

Page No.	Question Nos.	Marks awarded
2	1 – 22	
3	23 – 40	
4	41 – 45	
5	1 (i – viii)	
6	2	
Total		

Final Score

In figures	
In words	

Marking Examiner	
Checked by	

[See page two

Part I

- Select the word that is **spelt correctly** in each line of four words in questions from No. **1** to **10**, and write its **number** on the **dotted line** provided against each question.

1. (1) constrictar (2) camaflage (3) consistency (4) compresibility (.........)
2. (1) goblette (2) genealogical (3) genuene (4) graphemetic (.........)
3. (1) innundate (2) intriging (3) intrapreneur (4) intuetion (.........)
4. (1) mosquitoes (2) millleu (3) motar (4) mustasche (.........)
5. (1) usuary (2) ussuance (3) unwonted (4) utermost (.........)
6. (1) reconaissance (2) referce (3) rappartuer (4) vaucaus (.........)
7. (1) studiedly (2) sucsession (3) superflous (4) sureptiously (.........)
8. (1) trelliss (2) trusseou (3) tremulous (4) trapceeze (.........)
9. (1) schizophrenia (2) scissers (3) schemetic (4) spontanity (.........)
10. (1) voluntery (2) volumnous (3) viccissitude (4) vociferously (.........)

(10 Marks)

- Out of the four words in questions from No. **11** to **20**, select the word that is **not** compatible and write its **number on the dotted line** provided against each question.

11. (1) think (2) deliberate (3) consider (4) determine (.........)
12. (1) brief (2) advise (3) instruct (4) counsel (.........)
13. (1) embellish (2) decorate (3) beautify (4) adorn (.........)
14. (1) moribund (2) dead (3) extinct (4) expired (.........)
15. (1) pretty (2) beautiful (3) lovely (4) pleasing (.........)
16. (1) enormous (2) massive (3) great (4) gigantic (.........)
17. (1) fear (2) aspire (3) dare (4) ire (.........)
18. (1) maternal (2) fraternal (3) paternal (4) eternal (.........)
19. (1) initial (2) basic (3) fundamental (4) preliminary (.........)
20. (1) metre (2) rhythm (3) tune (4) beat (.........)

(10 Marks)

- Select the right word from the options given to fill each of the blanks in questions from No. **21 - 30** and write its **number on the dotted line** provided against each question.

21. Give me a minute, I need to read this .... before I submit it.
    (1) through (2) over (3) up (4) for (.........)
22. I was astonished, I've never seen a bride dressed .... purple.
    (1) with (2) up (3) in (4) so (.........)

[See page three

23. The flowers were in bloom .... the pond.
    (1) around (2) round (3) beside (4) besides (.........)

24. There's no room for those pictures here, just put them .... the wall.
    (1) on (2) beside (3) against (4) up (.........)

25. The sailors rowed .... the bay.
    (1) along (2) across (3) through (4) on (.........)

26. I first got to know him only .... the war.
    (1) from (2) at (3) when (4) during (.........)

27. The squad marched .... the chief guest.
    (1) past (2) before (3) in front of (4) at (.........)

28. It's too loud; can you turn .... the volume please?
    (1) up (2) down (3) away (4) slowly (.........)

29. I will join you in a minute, can you ....?
    (1) hang out (2) hang up (3) hang on (4) hang in (.........)

30. The students will vote for Sita, she is very ....
    (1) popular (2) famous (3) favourable (4) populous (.........)

(10 marks)

- In questions No. **31** to **35**, complete the sentences using suitable words.

31. One copy of these instructions .... not match the others.

32. I'm late, I .... there half an hour ago.

33. We can't take a chance, we .... for any eventuality.

34. My favourite uncle .... to our house often.

35. How can the Boy Scouts .... money for their camp?

(05 marks)

- Write a single word for the phrase / statement given in the questions No. **36** to **40, on the dotted line** provided.

36. A sloping table to hold a book up to facilitate a preacher / lecturer : ....
37. A trick question asked for fun or a confusing and difficult problem : ....
38. The quality of seeming to be true likeness to reality or real things : ....
39. A book of words put into groups according to their meanings and connections. : ....
40. The crime of setting fire to property : ....

(05 marks)

[*See page four*

- Find the right explanation for the words in **bold type** given in questions from No. **41 – 43** and write its **number** on the **dotted line.**

41. You need to **blow your own horn** if you are contesting at the elections.
    (1) do your work yourself
    (2) boast about yourself
    (3) make a lot of noise
    (4) take over the planning (......)

42. It's useless waiting for Sunil to do the posters, he's **dead to the world**.
    (1) not interested in the position
    (2) not sympathetic with anybody
    (3) fast asleep
    (4) very selfish and does not help anybody in trouble (......)

43. Shanthi has asked the boss for a raise. The clerk had **let the cat out of the bag.**
    (1) created trouble between the boss and Shanthi
    (2) told the boss not to give the raise to Shanthi
    (3) told everybody what Shanthi needed the money for
    (4) told the others, about Shanthi's request (......)

- Complete the sentence beginning with 'He has ...' in answering questions No. **44** and **45.**

44. What is the expression which explains that a person has taken in too many things he cannot handle?

    He has ....

45. What is the expression which explains that a person has a single notion particular to himself that he cannot get rid of whatever be the occasion.

    He has ....

(10 marks)

Part II

1. Read the following letter and answer the questions in **complete sentences**.

Dear Mr. Perera,
Thank you for your letter of 12th June. I am very sorry to hear that the books you bought from us had pages missing, as well as some pages upside down. When we get an order to be delivered we are normally very careful. **I shall look into this matter.**
Meanwhile can you let us know whether any of your people are coming this way, so that I can replace these books? Would you like me to post them? (You will have to give me the titles of the books and the numbers for that.)
If you are not in a hurry, our van will be coming that way in two weeks' time and I shall see that you get the books. Please let me know which is the most convenient to you.
I apologise for the problem you have faced and assure you that I will make sure then this will not happen again to you or anybody.
I close with best wishes, reminding you of the long association we have had.

Yours sincerely,

The Manager,
ABC Bookshop,
34, Galle Road,
Colombo 03.

[See page five

i. Who has written the letter of 12th June? What was the letter about?

....

....

ii. What does the writer say about themselves?

....

iii. Explain the last sentence of the first paragraph in your own words.

....

....

iv. List the **three** things the receiver can do.

....

....

....

v. Does the manager make a promise? If so what is it?

....

vi. Do you think he is a good businessman? Give a reason?

....

....

vii. Write in your own words, the meaning of the last sentence in the letter.

....

....

viii. For each of the following, give one word with each similar meaning.

(i) normally : ....

(ii) convenient : ....

(iii) apologise : ....

(24 marks)

2. Select **one** of the following topics and write a critical essay of **NOT MORE** than **250** words.

i. The suitability of handing over land and police powers to the Provincial Councils.

ii. Making Sri Lanka free of child abuse and violence to women.

iii. The effect of industrialization that does not take into consideration the conservation of Environment and Health hazards.

iv. Traditional values that are on the decline due to commercialization and the modernization of the society.

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[See page six

(26 marks)

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Open Competitive Examination for Recruitment to Class III of Provincial Public Management Assistants' Service – 2013

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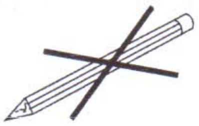
(02) Aptitude

One hour

Instructions to Candidates

Very Important :

Do not use Pencil to write answers.



✳ ***Answerscripts where the numbers are not written as indicated below will not be marked / evaluated.***

1 2 3 4

Write your Index Number here, and on page 3 in the space indicated.

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Checked as correct

....

Invigilator's Initials

Important :

✳ *This paper consists of **50** questions on **08** pages.*

✳ *Before answering the paper arrange all the pages in order.*

✳ *Answer **all questions on this paper** itself.*

✳ *The time allowed for this paper is **one hour.***

✳ *Commence answering only after the Centre Supervisor's announcement.*

✳ ***Instructions given should be strictly followed in answering this paper and marks will not be awarded for answers not in accordance with these instructions.***

✳ ***Calculators should not be used.***

✳ *Even if you are not attempting the paper hand it over to the Supervisor.*

✳ *Write the answers clearly and legibly in **blue** or **black** ink only and **not in pencil.***

✳ *It is an offence to remove this paper from the examination hall or turn out photocopies of the same.*

✳ ***Answerscripts with illegible figures, illegible handwriting, those where erasing fluid has been used and written in pencil will not be marked / evaluated.***

For Examiner's use only

Page No.	Question Nos.	Marks awarded
2	1 - 10	
3	11 - 20	
4	21 - 25	
5	26 - 32	
6	33 - 40	
7	41 - 46	
8	47 - 50	
Total		

Final Score

In figures	
In words	

Marking Examiner	
Checked by	

[See page two

- Under each question from No. **1** to **5** four words are given. Three words out of them show an equal relationship according to a certain feature. Select the remaining word that **does not** like and write the **number** of the relevant choice **on the dotted line** given against the question.

1. (1) editing (2) adaption (3) translation (4) criticizing (.........)

2. (1) survey (2) observation (3) experiment (4) investigation (.........)

3. (1) listener (2) reader (3) fan (4) connoisseur (.........)

4. (1) extension (2) resolution (3) expansion (4) spread (.........)

5. (1) integrated (2) compressed (3) combined (4) collective (.........)

- Under each question from No. **6** to **10** an array of numbers consists of seven numbers is given. If one number out of it is taken away, the remaining numbers can be arranged according to a simple number pattern. Select that number which has to be taken out and write the **number** of the relevant choice **on the dottetd line** given against the question.

6. 1, 2, 5, 10, 17, 21, 26
   (1) 1 (2) 5 (3) 17 (4) 21 (.........)

7. 0, 5, 10, 15, 30, 50, 75
   (1) 5 (2) 10 (3) 15 (4) 30 (.........)

8. 2, 2, 4, 12, 48, 120, 240
   (1) 4 (2) 12 (3) 120 (4) 240 (.........)

9. 0, 2, 6, 14, 30, 62, 124
   (1) 14 (2) 30 (3) 62 (4) 124 (.........)

10. 2, 4, 8, 18, 32, 50, 72
    (1) 4 (2) 18 (3) 50 (4) 72 (.........)

- Questions from No. **11** to **15** are based on the following information regarding the way of arranging a set of monthly reports on a rack.
  - ✤ At the first, the monthly reports of twelve months of a year were arranged on a rack consists of four shelves as bottom shelf, second shelf, third shelf and top shelf according to the following conditions.
    - ✻ The number of months of reports on the third shelf are two times the number of months of reports arranged on the second shelf.
    - ✻ The number of months of reports arranged on the lower shelf is equal to the same on the top shelf.
    - ✻ When considering any two shelves the reports arranged on the lower shelf are older than the reports arranged on the top shelf.
  - ✤ Secondly, without breaking the condition of arranging older reports on the lower shelf out of the two shelves, the reports of any three months have been shifted to other shelves so that one shelf is emptied and other remaining each shelf having reports of four months.
  - ✤ In these two occasions all the reports of any fixed month have been arranged on a single shelf only.

  According to this information select the correct answer for each question and write the **number** of the relevant choice **on the dotted line** given against the question.

[See page three

11. Nimal who had used all the reports on two shelves in the first occasion of arranging reports, had been used only reports of six consecutive months. What are the two shelves those reports were arranged?

(1) bottom shelf, second shelf (2) second shelf, third shelf
(3) third shelf, top shelf (4) bottom shelf, top shelf (.........)

12. If all the reports of a certain month which were arranged in the first occasion are taken out and keep them another shelf four shelves could be able to arranged so as shelves were reserved for the reports of each quarter of year. What is the relevent month and the shelf fulfilling the above condition?

(1) March – second shelf (2) May – Third shelf
(3) September – Third shelf (4) June – Second shelf (.........)

13. In the second occasion, what is the shelf that emptied so that the other shelves each having reports of four months?

(1) bottom shelf (2) second shelf (3) third shelf (4) top shelf (.........)

14. In the second occasion, which months reports had to be shifted to a lower shelf?

(1) April (2) May (3) June (4) September (.........)

15. Which of the following months reports have to shifted to another shelf in the second occasion?

(1) June (2) July (3) August (4) September (.........)

- Questions from No. **16** to **20** are based on the information regarding the following grid.

C	1	3	6	10	15	*D*
	15				32	
		45		45		
			E			
		77		90		
	96				105	
B	120	123	126	129	132	*A*

* 4 rows consist of 7 adjacent squares are shown in the left side grid.

* The numbers in the 7 squares of each row are arranged according to a certain number pattern.

* Accordingly a certain number of each number pattern is represented by each letter *A*, *B*, *C*, *D* and *E*.

According to this information select the correct answer for each question and write the **number** of the relevant choice **on the dotted line** given against the question.

16. What is the number represented by *A*?

(1) 117 (2) 130 (3) 135 (4) 140 (.........)

17. What is the number represented by *B*?

(1) 112 (2) 115 (3) 116 (4) 117 (.........)

18. What is the number represented by *C*?

(1) 0 (2) 0.3 (3) 1/3 (4) 0.5 (.........)

19. What is the number represented by *D*?

(1) 20 (2) 21 (3) 24 (4) 30 (.........)

20. What is the number represented by *E*?

(1) 60 (2) 61 (3) 65 (4) 66 (.........)

[See page four

- For each question from No. **21** to **25** select the correct answer and write the **number** of the relevant choice **on the dotted line** given against the question.

21. Only one out of the two choices, either getting 15% discount on buying books or getting a Compact Disc free of charge could be selected. A person who has selected the first choice bought a book and a Compact Disc seperately and the total money he spend on it was Rs. 210/=. What is the price of the book?

(1) Rs. 170 (2) Rs. 200 (3) Rs. 210 (4) Rs. 240 (.........)

22. A fine is charged as follows from the members for the delay of returning videos by a video renting center

   ※ Rs. 10/= each is charged per day for the first three delaying days.

   ※ If the delaying period is more than three days and less than eight days, Rs. 50 is charged for the period of first three days and each Rs. 25/= is charged for every other day.

   ※ If the delaying period is more than seven days the membership is cancelled and the value of the video is charged.

If a certain member had to pay 150/= fine for a video which was returned on Tuesday, what is the fine he has to pay if he handed if over on previous Thursday?

(1) Rs. 20 (2) Rs. 30 (3) Rs. 50 (4) Rs. 75 (.........)

23. There is no file in between the 9th file from the bottom and the 7th file from the top. When placing another file in between those two files the above described positions have been changed. How many files are there in the final arrangement?

(1) 14 (2) 15 (3) 16 (4) 17 (.........)

24. What is the word having a letter that not included in other words, but does not having a letter included in every other word?

(1) east (2) also (3) lose (4) elsi (.........)

25. Mangoes, oranges, guava, rose apples, rambutan and olives have to be packed in bags as follows.

   ※ In every bag without mangoes oranges should be included and in every bag without oranges, mangoes should be included.

   ※ Guava and olives should not be in the same bag and in the bag with rose apples either mangoes or guava should not be included.

   ※ In the bag with rambutan, oranges and olives should not be included.

How many **minimum** bags are required to pack these fruits?

(1) 2 (2) 3 (3) 5 (4) 6 (.........)

- Questions from No. **26** to **30** are based on the following information regarding four people who carry different types of office equipment from an office.

   ※ The four people Raja, Saman, Deepani and Malani had to carry one office equipment each out.

   ※ Accordingly *A*, *B*, *C* and *D* are the office equipment types they had to carry out without an order.

   ※ Out of them all the equipment of a certain type were taken out at that moment. That type was not required for a female.

   ※ The office equipment of every other type without *A* and *B* were permitted to taken out.

   ※ All the equipment belonged to office, of which equipment type required by Raja were taken out by the other members.

   ※ The person who needs equipment of type *D* was the only person who could be able to taken out an equipment. But that is not Deepani.

   ※ The person who needs to taken out type *A* equipment was a male.

According to this information select the correct answer for each question and write the **number** of the relevant choice **on the dotted line** given against the question.

[See page five

26. Who is the person which needs an office equipment of type *C* taken out?
(1) Saman (2) Deepani (3) Raja (4) Malani (.........)

27. Which of the following statement is correct regarding an office equipment which Saman needs to taken out?
(1) That equipment type is not in the office.
(2) Although that equipment type is in the office it is unable taken out.
(3) All the equipment under that type are taken out by the other members.
(4) That equipment could be able to taken out by Saman. (.........)

28. Who could be able taken out an equipment which he/she needs?
(1) Saman (2) Deepani (3) Raja (4) Malani (.........)

29. Who are the people that need to taken out non permissive equipment types from the office?
(1) Deepani and Malani (2) Saman and Deepani
(3) Malani and Saman (4) Raja and Deepani (.........)

30. Which of the following shows correctly the equipment type which needs to taken out by him/her?
(1) Saman - *A* (2) Malani - *B* (3) Deepani - *C* (4) Raja - *D* (.........)

- Questions from No. **31** to **35** are based on the following information regarding subject fields and subject clerk of six files.
  - ✻ The following table shows the number of files related to each subject fields Planning, Development, Administration and Finance and subject clerks relevant to six files.

Subject field / Clerk	Number of files which documents are included in relevant field				Total number of files
	Planning	Development	Administrative	Finance	
Sugath	1	1	2	2	2
Damayanthi	-	1	1	1	1
Nalaka	2	-	1	-	2
Dasun	1	-	1	-	1

  - ✻ There may be documents of many subject fields in one file. But any document includes only to one definite field.
  - ✻ The number of subject fields included in a file of Sugath, does not equal to the number of subject fields included in his other file.
  - ✻ Further the six files included the documents are of given four subject fields only.

According to this information select the correct answer for each question and write the **number** of the relevant choice **on the dotted line** given against the question.

31. Whose file contains only the documents of one subject field?
(1) Sugath (2) Damayanthi (3) Nalaka (4) Dasun (.........)

32. The number of subject fields including documents of two certain files is equal and those subject fields also equal to each other. What are those subject fields?
(1) Administration, Finance (2) Planning, Administration
(3) Planning, Administration, Finance (4) Development, Administration, Finance (.........)

33. A subject field which does not in Sugath's file is in Damayanthi's file. What is that subject field?

(1) Development (2) Administration

(3) Finance (4) Planning (.........)

34. Who are handling two files which are more equal based on included subject fields?

(1) Sugath – Damayanthi (2) Damayanthi – Nalaka

(3) Nalaka – Dasun (4) Dasun – Sugath (.........)

35. Who is handling the file which includes only the documents of two subject fields other than "Planning"?

(1) Sugath (2) Damayanthi

(3) Nalaka (4) Dasun (.........)

- Question from **36** to **40** are based on the following information regarding the buses *A* and *B* running between two cities.

  - Between the cities *A* and *B* two tracks each for one direction, there is a four track direct road for the bus running.
  - Everyday from city *A* to city *B* the buses leave every hourly starting from 6.00 a.m. to 6.00 p.m. only.
  - The first bus is a slow one and after five slow buses an express bus each leaves.
  - A slow bus and an express bus reach *B* in 6 hours and 4 hours respectively.
  - Everyday starting from 6.30 a.m. to only 4.30 p.m. the buses leave from city *B* to city *A* two hourly.
  - All the buses leave from city B are slow buses and they take 6 hours to reach city *A*.
  - Furthermore the tracks are arranged facilitating of overtaking buses without any trouble.

  According to this information select the correct answer for each question and write the **number** of the relevant choice **on the dotted line** given against the question.

36. How many express buses are running between the cities *A* and *B* per day?

(1) 1 (2) 2 (3) 3 (4) 4 (.........)

37. On this road, how many hours per day, the buses are being running between the cities *A* and *B*?

(1) 12 (2) 16 (3) 17 (4) 18 (.........)

38. At 1.15 p.m., how many buses are being running on this road?

(1) 6 (2) 8 (3) 9 (4) 12 (.........)

39. How many buses does it meet to the bus leaves from *B* at 8.30 am., before it reaches *A*?

(1) 3 (2) 6 (3) 9 (4) 12 (.........)

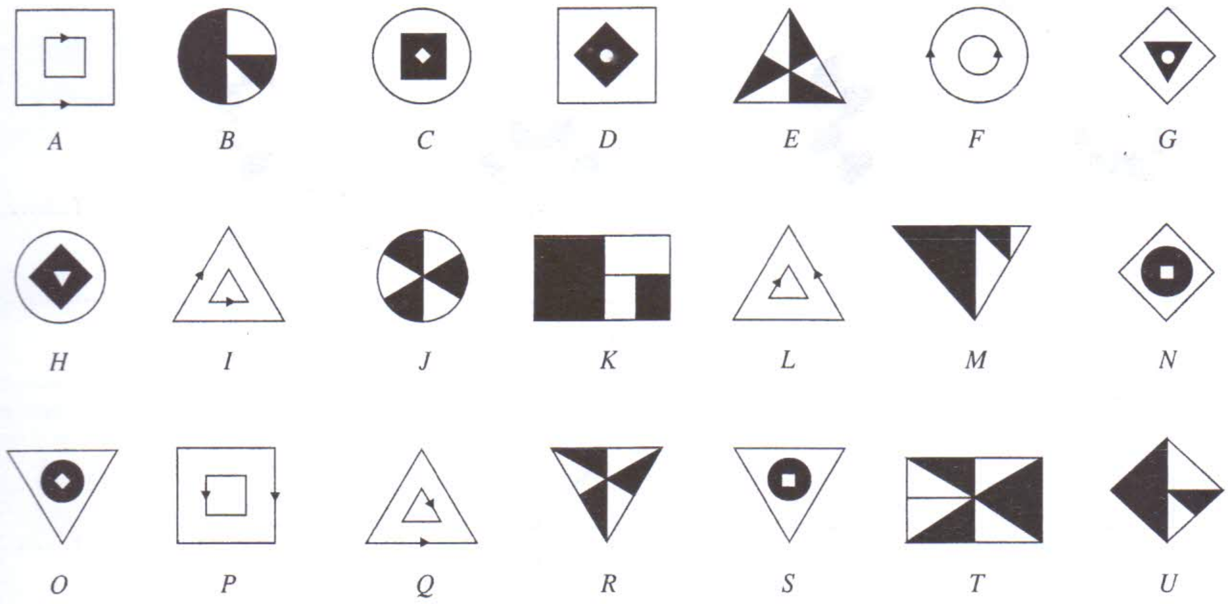
40. Which of the following shows the number of slow buses passed by the first express bus before the destination and the leaving order of bus/buses respectively?

(1) 1, 1st (2) 1, 5th

(3) 2, 1st and 2nd (4) 2, 4th and 5th (.........)

[See page seven

- Questions from No. **41** to **45** are based on the following information regarding the figures named from *A* to *U*.



※ Without six figures out of these figures, all other remaining figures can be seperated according to a certain feature into 5 groups so as to get three figures each for one group.

※ According to the grouping order the three figures in each group should be identified seperately.

※ Under each question below two figures each in a certain group with their assigned English letters are given.

※ The remaining figure which included in each group should be seleted and the English letter it denotes should be found out to fill the blank under each question.

According to the information find the most suitable English letter that should be posted into the place with ? symbol and write that **letter on the dotted line** given against the question.

41. ***D***, ***C***, ...?... (.........)

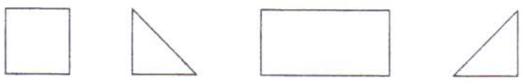
42. ***J***, ***E***, ...?... (.........)

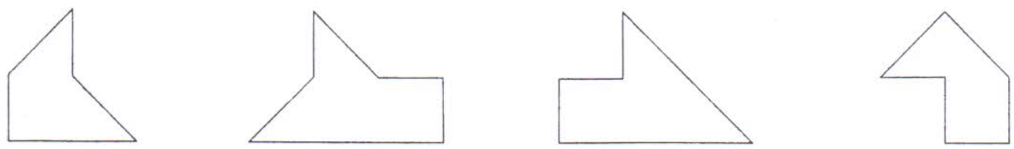
43. ***I***, ***F***, ...?... (.........)

44. ***G***, ***O***, ...?... (.........)

45. ***B***, ***K***, ...?... (.........)

- Under each questions from No. **46** to **50** only four parts of diagram are given. Without rotating all four parts or few parts of diagrams, only three figures which are given under choices of each question can be made. Select the figure that unable to be made and write the **number** of the relevant choice **on the dotted line** given against the question.

46. 



(1) (2) (3) (4) (.........)

[See page eight

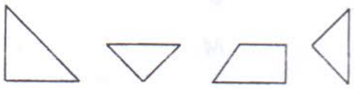
47.





(1) (2) (3) (4) (.........)

48.





(1) (2) (3) (4) (.........)

49.





(1) (2) (3) (4) (.........)

50.





(1) (2) (3) (4) (.........)

***